Memorandum

Date:

April 9, 2010

To:

Bakersfield Area

Attention: Captain B. M. Smith

From:

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Office of the Assistant Commissioner, Inspector General

File No.:

005.9968.13159.010

Subject:

2010 COMMAND PROPERTY INSPECTION REPORT

State Administrative Manual (SAM) Section 8652 requires Departments to conduct a physical count of all state owned property and reconcile the count with accounting records at least once every three years. Departmental records indicate the last command inventory by the Bakersfield Area was conducted on November 24, 2009. In order to provide independent verification and reasonable assurance to the Office of the Commissioner that California Highway Patrol inventory records are complete and accurate, your command was selected for a property inspection.

In accordance with procedures outlined in Highway Patrol Manual (HPM) 11.2, Materials Management Manual, and HPM 22.1, Command Inspections Program Manual, an inspection of your command's property, including vehicles and weapons, was completed by the Property Inspector (PI) on March 9, 2010. Using property records from the appropriate Offices of Primary Interest (OPI), the PI selected a random statistically-valid sample of property that was stratified across four property areas: general inventory control, telecommunications, fleet, and weapons (see Attachments B, C, D, and E). Additionally, the PI chose items within your command and compared them to the appropriate inventory records.

According to the OPI inventory lists, the command had a total property inventory population of 1269 items (a). The statistically-valid sample at a 95 percent confidence level \pm 5 percent error rate provided a total stratified sample size of 60 items when rounded up to the next whole number (d).

ize

When comparing equipment recorded on the predetermined property inspection list to equipment located at the command, 56 of the 60 items were located. One item (Printer – Asset #154017) was transferred to Information and Technology Section and the CHP 266, Credit Memo - Equipment, documenting the transfer is attached. Another item (Hand-Held radio, #R63738) belongs to an officer who transferred to the Santa Maria Area. A copy of the MIS is attached documenting the officer's transfer. An Alcohol Screening Device / Case P037047 (Asset #XRR0402) was reported lost on November 5, 2009. A copy of the CHP 216 detailing the loss is attached. The last item, a laptop computer (Asset #136472) was not available for inspection. The Area believes this item is assigned to another command and is attempting to locate the computer with the assistance of the Information Technology Section. The property inspection results of the equipment recorded on the predetermined property inventory list to equipment located at the command are summarized in Attachment A.

When comparing equipment assigned to the command to the OPI inventory lists, 33 of the 33 items reconciled.

I request your command research and investigate the four discrepancies noted above in accordance with departmental procedures outlined in HPM 11.2, Materials Management Manual, Chapter 8, Equipment, and work with the appropriate OPI(s) to rectify any variances. A Physical Inventory Adjustment Request, CHP 24, must be completed to adjust the inventory records. In order to verify that the above listed discrepancies have been rectified, please submit a memorandum to the Office of Inspections through your respective Division by June 7, 2010.

Furthermore, in accordance with the Governor's Executive Order S-20-09 to increase government transparency, this report will be posted on the CHP's internet website, and on the Office of the Governor's webpage, located on the State's Government website.

Bakersfield Area Page 3 April 9, 2010

The Office of Inspections would like to thank your command for their assistance during this property inspection. If you have any questions or need additional information, please contact me or Roger Ikemoto, Senior Management Auditor at (916) 843-3160.

M. C. A. SANTIAGO, CIG, CLE

Assistant Commissioner

Attachments

cc: Office of the Assistant Commissioner, Field Central Division

Telecommunications Section
Office of Inspections, Audits Unit

ATTACHMENT

A

ATTACHMENT A

OFFICE OF INSPECTIONS, AUDIT UNIT PROPERTY INSPECTION DISCREPANCY REPORT Bakersfield - 420 March 9, 2010

EQUIPMENT DESCRIPTION	CHP NUMBER	LISTED ON PROPERTY RECORD BUT NOT FOUND	FOUND BUT NOT LISTED ON PROPERTY RECORD	MISSING DECAL OR CORRECTION NEEDED TO PROPERTY RECORD	TRANSFER	NOT AVAILABLE FOR INSPECTION	COMMENTS
Printer	139706				x		CHP 266 Attached
Hand - Held Radio	R63738				x		MIS Attached
Alcohol Screening Device / Case	XRR0402	x					Item lost. CHP 216 Attached
Laptop	136472	x					Not available for inspection.

ATTACHMENT

B

ATTACHMENT B

CALIFORNIA HIGHWAY PATROL 2010 ICU PROPERTY RECORD INSPECTION REPORT BAKERSFIELD - 420

ASSET	# DESCRIPTION	SERIAL #	Y	N	A	T	С	OTHER
PROPERT	Y INSPECTION LIST TO EQUIPMENT							
1 108452			Х					
2 110401	RADAR, TRAFFIC, MOUNTED	040983	X					
3 110651	RADAR TRAFFIC MOUNTED	040497	X					
4 112169	RADAR VEHICLE MOUNTED	041550	X					
5 133015	DIGITAL COPIER	NSN15267	X					
6 136472	LAPTOP	94018026HU		X				MEMO ATTACHED
7 13970 6	PRINTER	CNDXB20769				X		CHP 266 ATTACHED
8 13970 8	PRINTER	CNGXD01139	X					
9 142074	CAMERA ZOOMDATE 35MM	01066394	X					
10 14419 7	CASSETTE RECORDER		X					
11 148685	COMPUTER	2UA70905CF	X					
12 14870 7	COMPUTER	2UA70905H7	Х					
13 14870 8	COMPUTER	2UA70905GR	X					
14 15063 2	LASER FACSIMILE MACHINE	U61325C7J430328	X					
15 1540 17	PAS DEVICES INTOXIMTERS INC	077643	X					
16 155867	LAPTOP	0039391156	X					
17 155882	LAPTOP	0039391176	X					
18 15590 5	LAPTOP	0039391239	X					
19 15591 6	LAPTOP	0039391253	X					
20 155919	LAPTOP	0039391277	X					
21 165376	PRINTER	CNDY132346	X					
22 85739	CAMERA STILL INSTANT PICTURE	F76J1V10VABE	X					
23 XRR 0 4(D2 ALCOHOL SCREENING DEVICE/CASE P037047	18247		\mathbf{x}				CHP 216 ATTACHED

CALIFORNIA HIGHWAY PATROL 2010 ICU PROPERTY RECORD INSPECTION REPORT BAKERSFIELD - 420

ASSET #	DESCRIPTION	SERIAL #	Y	N	A	T	С	OTHER
EQUIPMENT	TO INVENTORY LIST							
1 131347	DIGITAL CAMERA	429999	x					
2 139479	PRINTER	CNGXD01122	x					
3 140750	PRINTER	SG631C201Y	x					
4 142076	CAMERA ZOOMDATE 35MM	01040046	x					
5 142077	CAMERA ZOOMDATE 35MM	01065295	X					
5 147537	PRINTER	CNWBD31058	x					
7 148683	COMPUTER	2UA70905DZ	x					
148692	COMPUTER	2UA70905DV	x					
148700	COMPUTER	2UA70905H8	x					
10 148702	COMPUTER	2UA70905CS	x					
11 150168	COPIER / PRINTER DIGITAL MULTIFUNCTIONAL	76001494	x					
12 151785	COMPUTER	2UA7260TJ1	X					
13 155910	LAPTOP	0039391240	x					
14 165377	PRINTER	CNDY132544	x					
15 165380	PRINTER	CNDY132747	X					

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STATE OF CALIFORNIA DEPARTMENT OF CALIFORNIA HIGHWAY PATROL **CREDIT MEMO - EQUIPMENT** ☐ Return ☐ Repeir ☐ Transfer CHP 266 (Rev. 10-07) OPI 076 Loan, return by: FROM: (COMMAND NAME) LOCATION CODE PREPARED BY DATE Bakersfield 420 D. Miller 02/17/2010 TO: (COMMAND NAME) LOCATION CODE NUMBER BOXES/PIECES IN THIS SHIPMENT ITS 041NW 1 SHIPPED VIA DRIVER'S SIGNATURE SSU truck Other (apecify):

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ATTACHMENT

C

ATTACHMENT C

CALIFORNIA HIGHWAY PATROL 2010 TELECOMM PROPERTY INSPECTION REPORT BAKERSFIELD - 420

ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	т	C	OTHER
PROPERTY IN	SPECTION LIST TO EQUI	PMENT								
F2059	Transfer Switch			G890253966	x					
2 R41461	Mobile Radio	C3005P	1248237	9540149	x					I
R44100	Mobile Radio	C2491E		9542660	l _x					
R45988	Mobile Repeater	6W18205	C2462P		x					
R47722	Motorcycle Radio	M9659		9544012	l _x					
R49677	Mobile Repeater	1288976		7821026	x					
R54299	Scanner	1270864		45006549	x					
R57100	Control Head - Mobile	1161447		1565125	x					
R57128	Control Head - Mobile	3QDZ068	5MKH378		x					
0 R57200	Control Head - Mobile	1161489		1558491	x					
1 R59506	Work Station			05960560002	x					
2 R60032	Control Head - Motorcycle	M9433			x					
3 R61256	Hand-Held Radio	17560	AREI-08	402AWUG374	x					
4 R62352	Hand-Held Radio	10379	Off Ret.	402AWW4961	x					
5 R63054	Hand-Held Radio	13834		402AWY7471	x					
6 R63738	Hand-Held Radio	17016	AREI-08	402AWY1457				x		
7 R64535	Hand-Held Radio	15438		402AWY7296	x					
18 R66020	Hand-Held Radio	12330		402AWY9421	x					
9 R66772	Hand-Held Radio	16767		402AXA4358	x					
20 R67792	Hand-Held Radio			402AXA3983	x					
21 R67832	Hand-Held Radio	16921		402AXA4242	x					
22 R81461	Control Head - Mobile	1270599			x					
23 R93431	Mobile Radio	JPS Proj.		51100025	l _x					

ATTACHMENT C

CALIFORNIA HIGHWAY PATROL 2010 TELECOMM PROPERTY INSPECTION REPORT BAKERSFIELD - 420

	ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL#	Y	N	A	T	C	OTHER
EQU	JIPMENT T	O INVENTORY LIST									
1	R38004	Public Address - Amplifier				x					
2	R60358	Fixed Receiver - Rack Type				x					
3	R74441	Scanner	1270837			x				L	
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From:

Judy Chavez

WITCHER TRANSFAR
(HAND HELD RADIO # 863738)

To:

AIMS ALL 10/2/2009 11:05 AM

Date: Subject:

Transfers -- PAGE 1 OF 11 - OFFICER VOLUME TRANSFER

CHP2 00001 10/02/09 11.03.05 PRS5 00001 10/02/09 10.29.35

N 001 ALL COMMANDERS

FISCAL MANAGEMENT SECTION - TRAVEL & REVOLVING FUND AND PAYROLL UNIT PAGE 1 OF 11

RE: OFFICER VOLUME TRANSFER

EFFECTIVE AND REPORTING 02/01/2010, THE FOLLOWING OFFICERS, CALIFORNIA HIGHWAY PATROL ARE TRANSFERRED AND ASSIGNED AS INDICATED. NO EXPENSES ARE AUTHORIZED UNLESS OTHERWISE NOTED.

NAME AND I.D. NUMBER	FROM	TO ~~
ACEVES, R. #18313*	550 SANTA FE SPRINGS	855 RANCHO CUCAMONGA (BILINGUAL BYPASS) (ONE-YEAR ASSIGNMENT)
ADAMS, B.K. #12114	455 MARIPOSA	450 MADERA
ADAMS, J.J. #15753	545 ANTELOPE VALLEY	830 MOJAVE
AGUILAR, J.J. #17877*	590 CENTRAL LOS ANGELES	250 NORTH SACRAMENTO
ALATORRE, E. #19178*	345 HAYWARD	265 STOCKTON
APARICIO, J.J. #18707	730 MONTEREY	481 PORTERVILLE
APODACA, P.A. #15444*	575 ALTADENA	840 RIVERSIDE
ASTON, J.C. #19079	370 OAKLAND	252 SOUTH SACRAMENTO
BAER, N.W. #15743	860 SAN BERNARDINO	685 TEMECULA
BALDWIN, B.J. #18184	630 INDIO	840 RIVERSIDE
BANUELOS, N.M. #17415* (ADMINISTRATIVE-EXPENSES ARE AUTHORIZED IF A MOVE IS CONSUMMATED UNDER THE PROVISIONS OF CHAPTER 3 OF HPM 11.1.)	401 CENTRAL DIVISION	465 MODESTO (BILINGUAL BYPASS) (ONE-YEAR ASSIGNMENT)
BARNETT, D.T. #11517	340 SAN JOSE	390 DUBLIN
BECHTEL, J.C. #16178	340 SAN JOSE	390 DUBLIN
BERLIN, M.A. #9504	480 VISALIA	825 BISHOP

From:

Judy Chavez

To:

AIMS_ALL

Date:

10/2/2009 11:13 AM

Subject:

Transfers -- PAGE 11 OF 11 - OFFICER VOLUME TRANSFER (CONTINUED)

CHP2 00011 10/02/09 11.12.31 PRS5 00011 10/02/09 10.32.48

N 001 ALL COMMANDERS

FISCAL MANAGEMENT SECTION - TRAVEL & REVOLVING FUND AND PAYROLL UNIT PAGE 11 OF 11

RE: OFFICER VOLUME TRANSFER (CONTINUED)

NAME AND I.D. NUMBER	FROM	TO ~~
WESTROPP-BENNETT, T.E. #18449	330 REDWOOD CITY	320 CONTRA COSTA
WHEAT, B.W. #18776	425 SONORA	255 SAN ANDREAS
WHITWORTH, M.C. #18722	575 ALTADENA	860 SAN BERNARDINO
WINDMILLER, D.J. #11571	435 FRESNO	295 AMADOR
WITCHER, N.R. #17016	420 BAKERSFIELD	750 SANTA MARIA
YAGLE, R.K. #18657	495 COALINGA	481 PORTERVILLE
ZALESNY, J.R. #18890	330 REDWOOD CITY	140 SUSANVILLE
ZULIM, M.G. #18284	495 COALINGA	435 FRESNO

* CERTIFIED BILINGUAL

THE TRANSFER BOOKS FOR CALIFORNIA HIGHWAY PATROL OFFICERS WILL REOPEN ON 10-05-2009.

ADVISE ALL CONCERNED.

CONFIRMING ORDER FOLLOWS.

CHP HDQTRS/OFFICE OF THE COMMISSIONER 1.A14933

ATTACHMENT

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CALIFORNIA HIGHWAY PATROL 2010 FLEET INSPECTION BAKERSFIELD - 420

	EQUIPMENT ID	LICENSE NUMBER	MANUFACTURER	MODEL	Y	N	A	Т	c	OTHER
PRO	PERTY INSPEC	TION LIST T	O EQUIPMENT		Ť		A	Î		OTHER
l	1270879	1270879	2008 FORD	CROWN VICTORIA	$ _{\mathbf{x}}$					
	1289131	1289131	2009 FORD	CROWN VICTORIA	x					
i	C2310E	1084728	2001 DODGE	RAMVAN	x					
1	M8772	E85A15	2002 BMW	R115ORT	x					
				.6						
EQU	IPMENT TO IN	VENTORY LI	ST							
l	1239978	1239978	2006 FORD	CROWN VICTORIA	$ \mathbf{x} $					
2	1270599	1270599	2008 FORD	CROWN VICTORIA	$ \mathbf{x} $					
3	1288894	1288894	2008 FORD	CROWN VICTORIA	x					

ATTACHMENT

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Department of California Highway Patrol Complete Area Inventory 420 - Bakersfield

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Complete Area Inventory
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Complete Area Inventory
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Complete Area Inventory 420 - Bakersfield

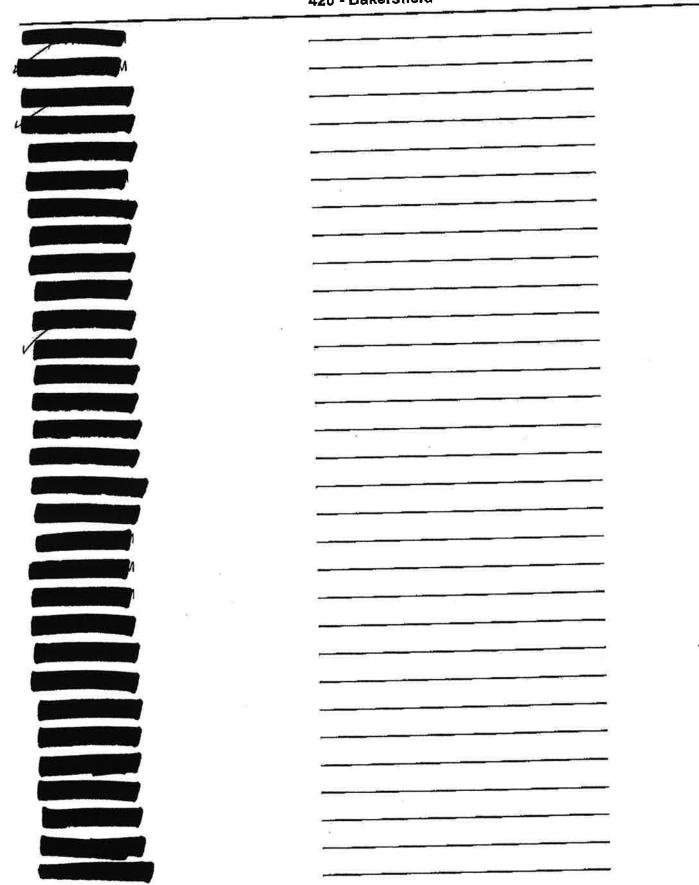
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Complete Area Inventory

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Complete Area Inventory 420 - Bakersfield



Complete Area Inventory 420 - Bakersfield

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Department of California Highway Patrol Complete Area Inventory 420 - Bakersfield

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Department of California Highway Patrol Complete Area Inventory

Complete Area Inventory 420 - Bakersfield

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